EVERNOTE FOR MAC

USER GUIDE

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INTRODUCTION

Welcome to Evernote for Mac!

Evernote allows users to capture, organize, and find information across multiple platforms. Users can take notes, clip webpages, snap photos using their mobile phones, create to-dos, and record audio. All data is synchronized with the Evernote web service and made available to clients on Windows, Mac, Web, and mobile devices. Additionally, the Evernote web service performs image recognition on all incoming notes, making printed or handwritten text found within images searchable.

HOW DOES EVERNOTE DO IT?

It's as easy as 1,2,3:
1. You capture the things you want to remember using what you already use—your Windows or Mac computer, the web, and your mobile phone.
2. We run everything through our recognition technology, and then synchronize it across your devices. You can then organize and tag the notes, if you wish.
3. When you want to find something, just search or filter and there it is just like you remember it.

Stop forgetting things. Start using your External Brain.

EVERNOTE BENEFITS

CAPTURE

You can capture content in Evernote in many ways:

- Typing text
- Copy-and-paste or drag-and-drop from any source
- One-click clipping using Evernote's browser Web Clippers

CATEGORIZE

With Tagging, you can create as many of your own tags as you want and drag-and-drop them to any note.

FIND

Evernote gives you lots of handy ways to find your notes in no time, by selecting notebooks and tags, by searching for text and keywords, or by filtering on attributes of the notes.

EVERNOTE ACCOUNTS

One of the most valuable features of Evernote is that the notes you create are available anywhere you have access to the internet. To accomplish this, you need to create an Evernote account. This account will be your key to your notes, no matter whether you use a Mac, Windows, the Web, your iPhone, a BlackBerry, or numerous other devices.

CREATING YOUR ACCOUNT

The first time you use Evernote, you will need an Internet connection in order to create your free account.

Note: If you already have an account, you can simply login with your existing credentials.

In the future, you can access your login information by going to Evernote->Account Info.

Account Info

Current Monthly Usage

| 0 MB | 124 MB | 248 MB | 372 MB | 496 MB |

Account Level: Premium

3.1 MB out of 496.1 MB used
23 days left in cycle

Approximate Notes Remaining

Typed notes 250000
Web clips 3300
Camera phone 5000
Audio 490
High res photos 130

Username: _____

Password: _____   (Forgot Password...)

☑ Remember my password

NOTEBOOKS

Evernote stores your notes in separate containers called "Notebooks." Your account starts with one notebook, but you can make additional notebooks at any time.

CREATING A NOTEBOOK

There are two different ways to accomplish this. The first is to go to File->New Notebook on the Menu Bar:
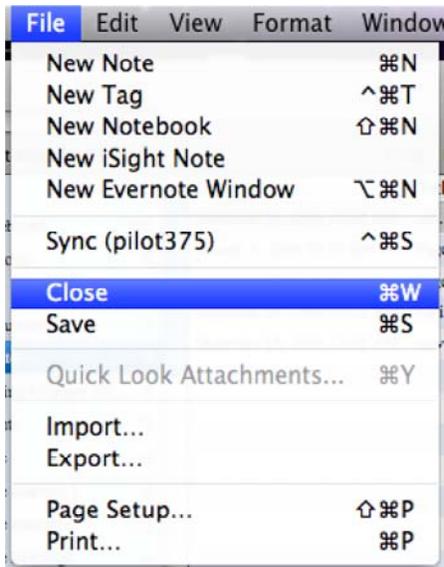
Which will present you with the following options:
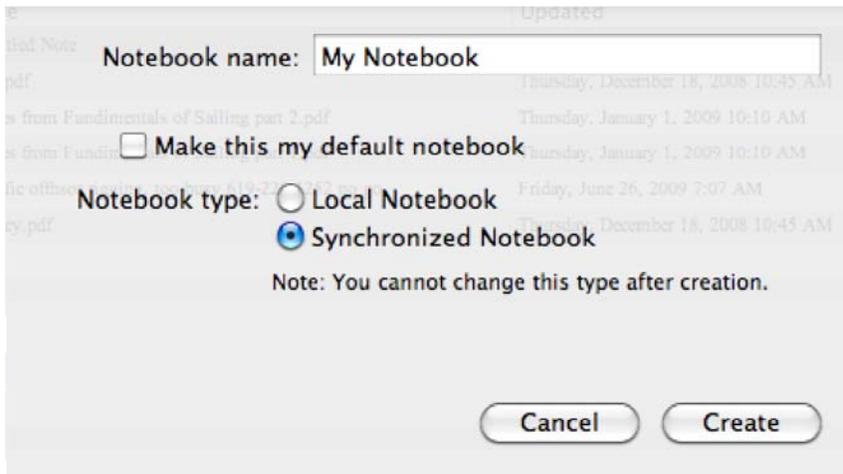
Each Notebook name must be unique.

Note: Your Default Notebook is the notebook to which Evernote opens when you open the program, to which all clipped web pages are sent, and to which any emailed notes will be sent.

Local notebooks are stored on your computer and are never uploaded to the Evernote Web service.

Note: Any images and text PDFs that you add to these Notebooks will not be processed for image recognition, but text will still be searchable. Image PDFs will only be processed if they are uploaded to our server (Premium feature only).

Synchronized Notebooks are uploaded to the Evernote Web service, and will be available via all other versions of Evernote (Evernote Web, Evernote for Windows, Evernote Mobile Web, Evernote for iPhone, etc) by logging into your Evernote account.

ALTERNATE WAYS TO CREATE A NEW NOTEBOOK

You may also click in the Left-Hand Notebook Pane and hit the "Insert" key, or ⌘+Click in the Notebook Pane and select "New Notebook".

MANAGING EXISTING NOTEBOOKS

You can change your Notebook name, or default notebook settings, after it has been created by ⌘+Clicking on the notebook and selecting "Notebook Settings...", as below:

New Notebook

Notebook Settings...
Rename Selected Notebook
Delete Selected Notebook...

✓ Sort by Notebook Name
Sort by Note Count
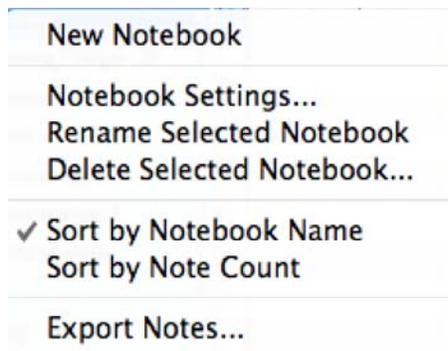
Export Notes...

EXPORTING NOTES

With Evernote, you have the option to save your notes to an external file for backup purposes, or for easy transfer amongst friends and colleagues. You can Export individual notes or entire Notebooks at once. "Export" operations will create our XML-based note export file format or HTML.. The XML export files contain a list of notes that you've exported from either the Mac or Windows Evernote clients, along with optional tag information, whereas the HTML files contain the entire note information in a presentable format.

To Export individual notes, select the Note (or Notes) you would like to Export and Select File->Export:

Note: This option can also be activated by ⌘+Clicking on an individual (or selection) of notes.
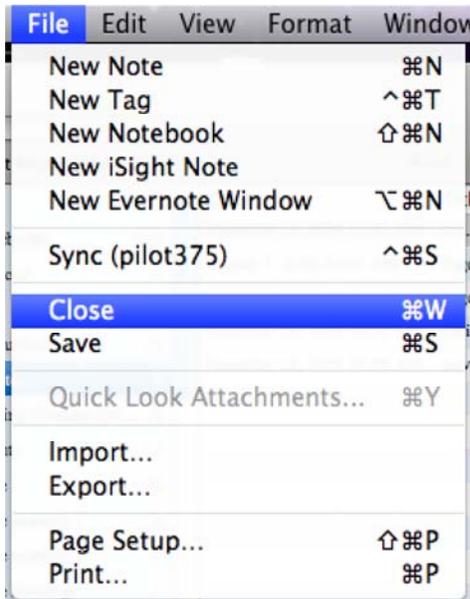
Choose the name of the file to save as and the location, and whether or not you'd like to export your tags, then click "Save."
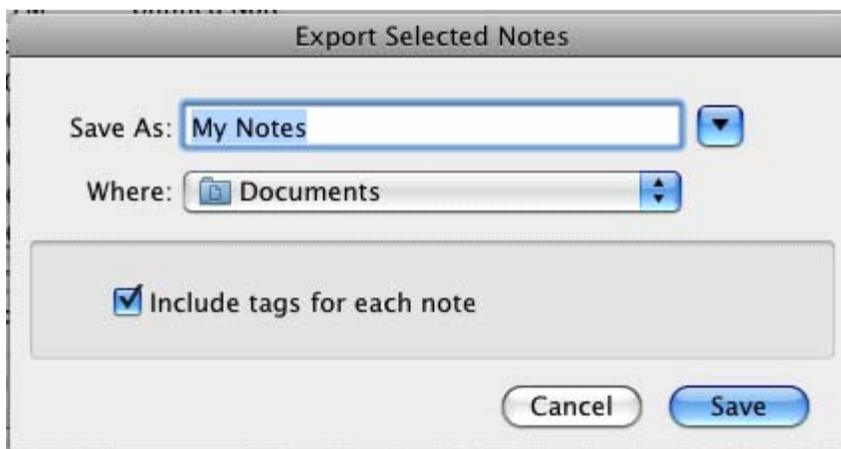
You're done!

IMPORTING NOTES

With Evernote, you have the option to recover your notes from an external file for backup purposes, or for easy transfer amongst friends and colleagues.
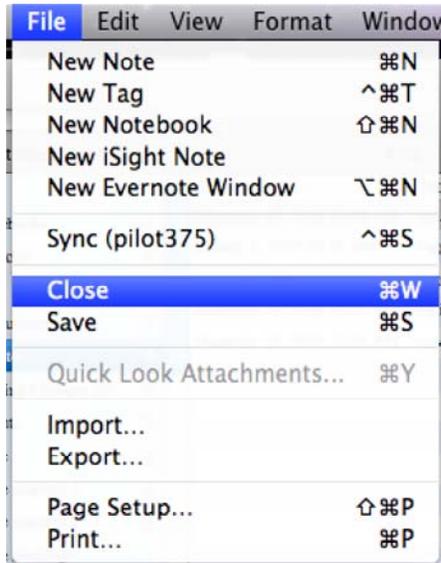
You will be presented with the Import Notes Archive dialog, where you can select .enex files to import, and whether or not you would like to import any tags that were exported with the original notes.
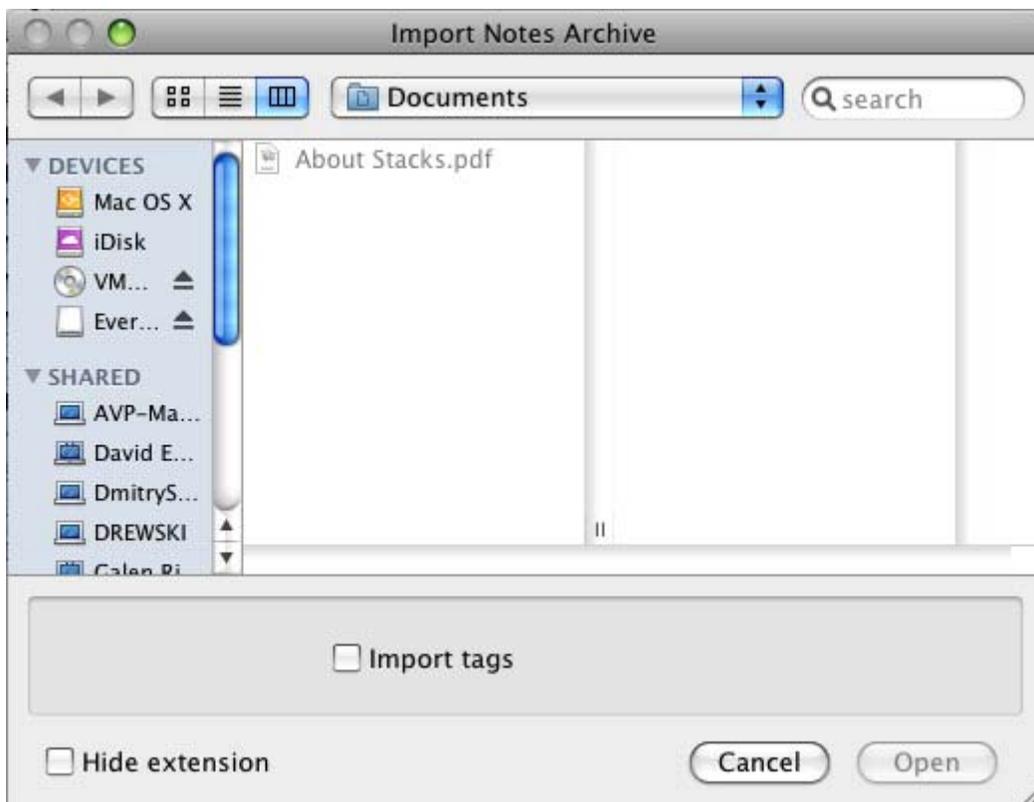
Select "Open" and you're done. They will be imported into the "Imported Notebooks" folder, but you can move your notes into another folder once the operation is complete.

NOTES

Evernote gives users a place to store pictures, documents, web pages, even notes from Philosophy class, all in a way that is easily searchable. First, though, you need to create some!

CREATING A TEXT NOTE

A new blank note can always be found at the very bottom of the Notebook. There are multiple ways to create a new note.

Click the "New Note" button in the main tool bar:

Go to File->New Note in the Menu Bar:
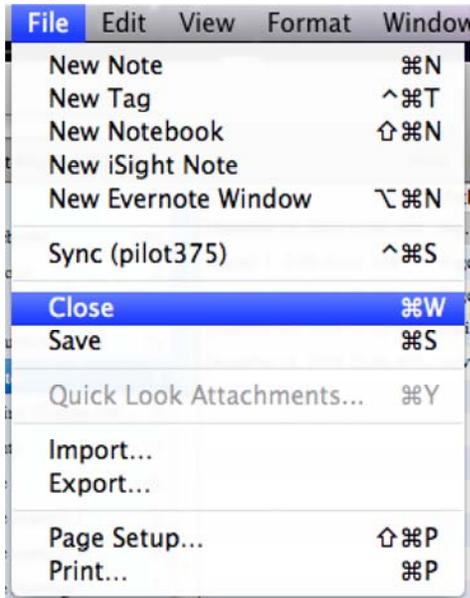
(Or press ⌘N keyboard combination)
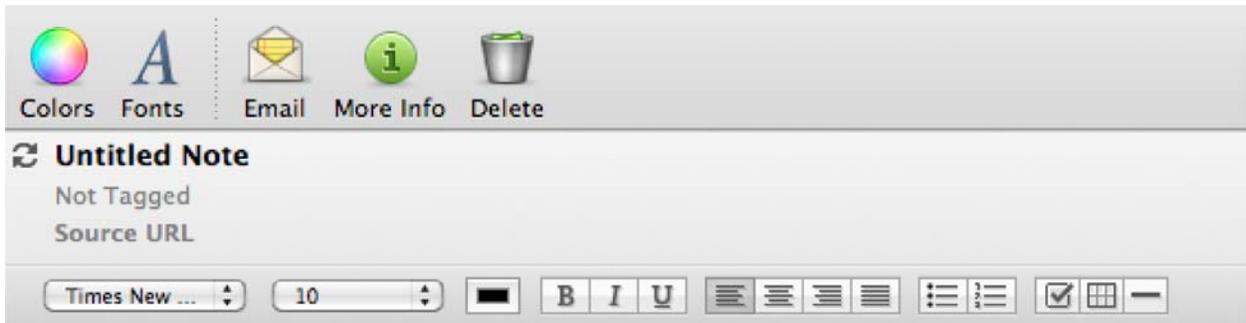
At this point, you can type, drag or paste within the blank editor to create your note. You can also edit and format the resulting content with standard ⌘ keystrokes, the ⌘-click commands, or with the Fixed Formatting Bar.

Evernote automatically saves your notes at predefined intervals. You can also force the saving of a new or edited note by clicking anywhere outside the note. The Delete button in the toolbar places the current note into the Trash. You can also delete a note by selecting its entry in the list of notes and then press the keyboard Delete key. Notes in the Trash can be moved back into an active notebook, or you can empty the Trash to permanently remove a note.

THE NOTE HEADER
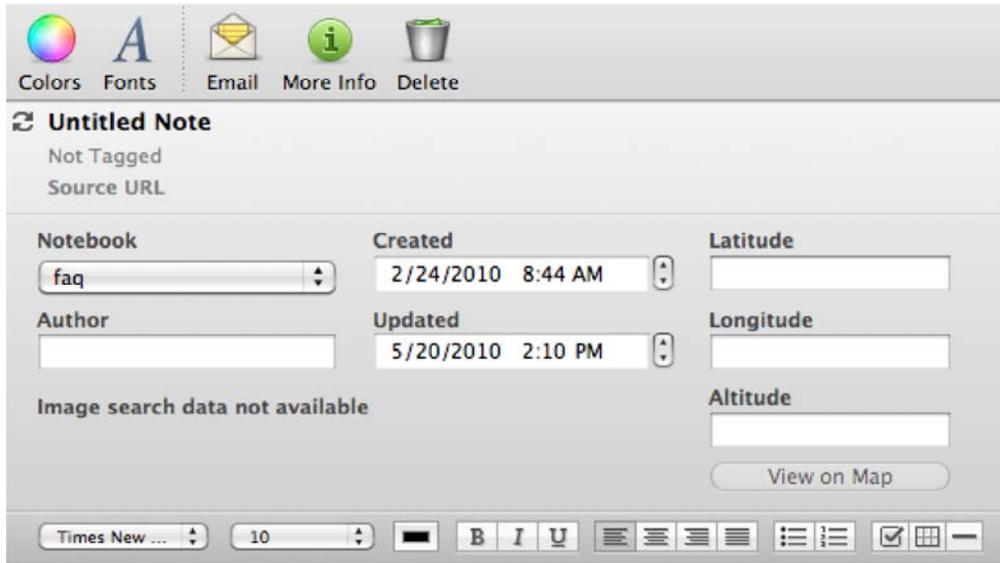
 The More Info button will expand or contract the "Expanded Note Header".

The Note Title field, by default contains the "Title" of a clipped web page. To change the title, single-click on the current title line and it will give you a white field that you may edit.

The Source URL field will store the address of web pages you have clipped via one of the Evernote Web Clipper tools. You may manually enter a URL in this field as well.

 The Tag field can be used to enter in new or existing tags. Separate multiple tags by a comma.
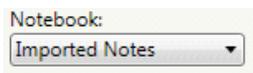
 The Notebook field allows you to quickly select which notebook you would like your note to be sent to.
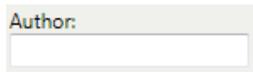
 The Author field can be used to denote the author of the content of your note, or of any attachments it may contain. This is user modifiable.

 The Created field shows when the note was originally created. The Updated field shows when it was most recently modified. Both fields are user modifiable.

 The Longitude/Latitude/Altitude fields are automatically filled in when your note is created by your GPS enabled cell phone, and the View on Map link button will take you to Google Maps where you can plot the location of your note.

The Fixed Formatting Bar allows you to edit and format your content. The options on the bar are, in order:

- Times New ...   Font Type

- 10   Font Size

- ▬   Font Color

- **B** *I* <u>U</u>   Font Styling

- Font Justification

- List Style

- ☑   Insert To-Do List

- Insert Table

- —   Insert Horizontal

CREATING A MULTIMEDIA NOTE

With Evernote, you can add images and other file content to your notes.

Note: Only PDF, JPG, WAV, PNG, MP3, GIF, and AMR file types are supported for Free users. Premium members may **attach** *files of any type up to a total single note size of 25MB, but Evernote can only* **preview** *files of supported file types.*

You can accomplish this in multiple ways:

DRAG AND DROP

Take a file from anywhere on your computer and drag it into a new or existing note or onto the Evernote dock icon.

CREATE A SNAPSHOT NOTE

You can use the built-in iSight camera in your Mac to take a Snapshot note. To initiate, click the:

 button, or go to File->New iSight Note on the Menu Bar:
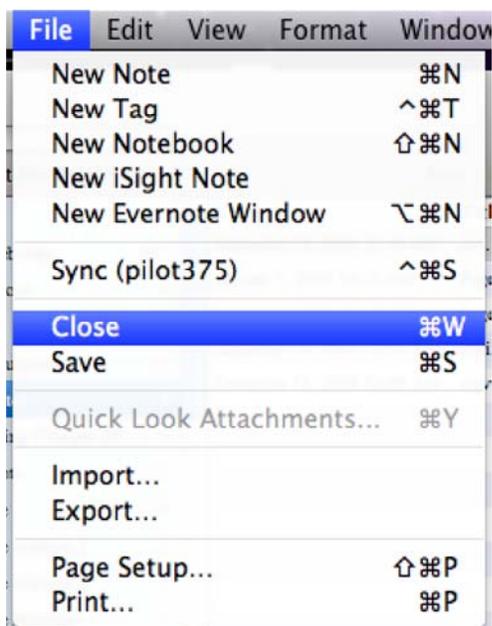
This will bring up the Snapshot window:

Snapshot

Take a video snapshot

(Cancel) (Discard) (Add to Evernote)
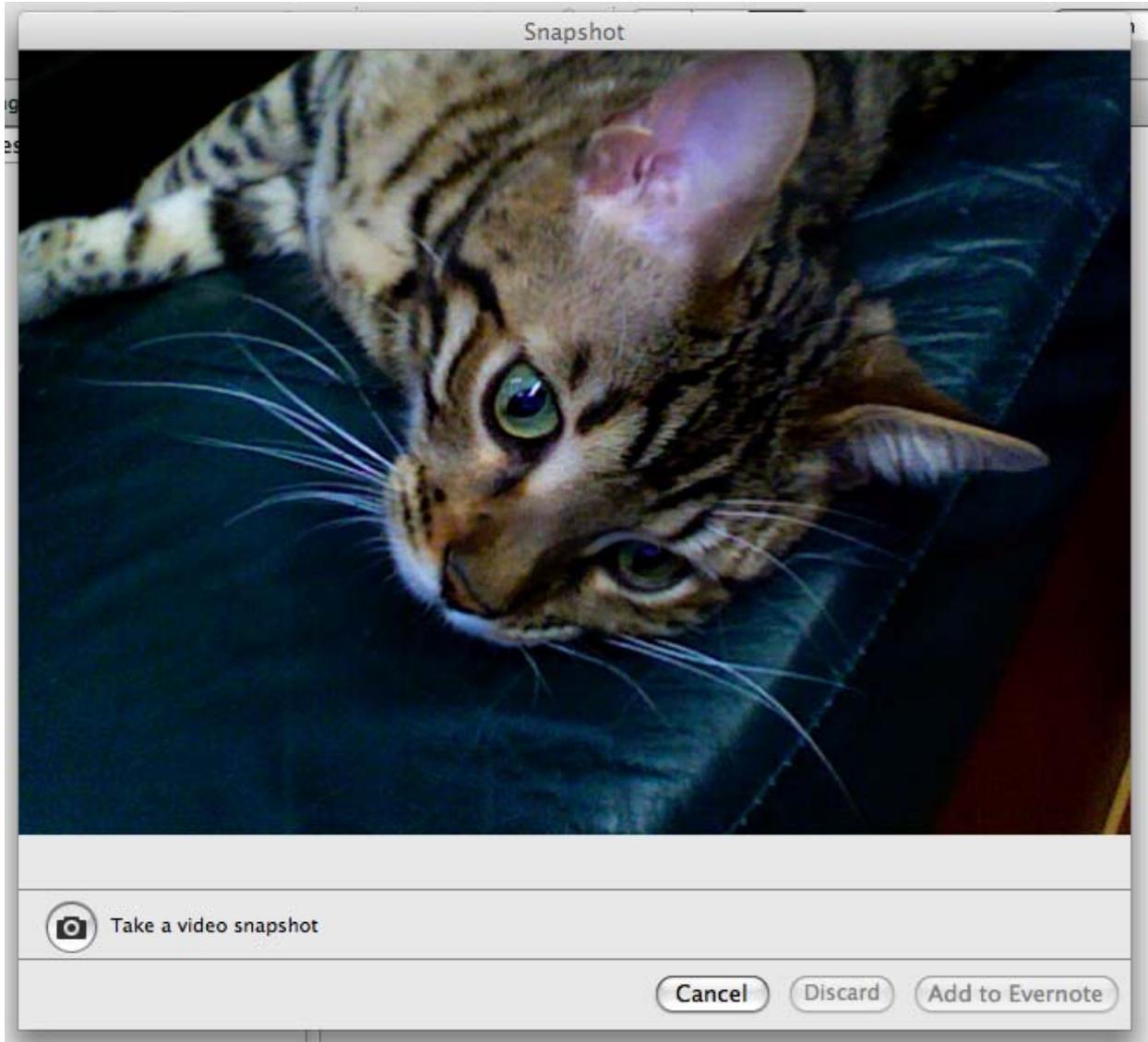
Take your snapshot, click "Add to Evernote", then you're done!

CLIPPING CONTENT

You can clip content with a single mouse click using:

EVERNOTE MENU BAR CLIPPER
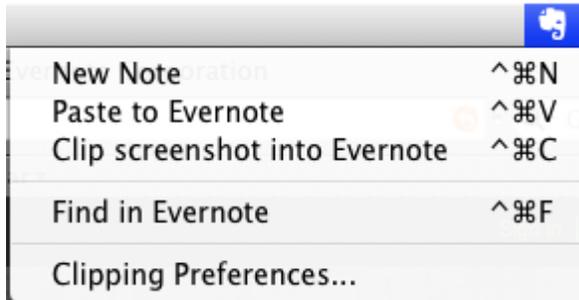
This clipper is a button in Menu Bar of your Mac Screen. This will allow you to Paste to Evernote whatever text content has currently been copied to your clipboard.

EVERNOTE SAFARI CLIPPER

This clipper is a button in the toolbar of Safari. This will add a portion of web page to a new note that can be edited later, if you have selected a portion of a web page before clicking. If you don't select anything first, you'll get the whole page, including text, links, and images.

EVERNOTE MOZILLA CLIPPER

This clipper is a button in the toolbar of Mozilla Firefox and Thunderbird. This will add a portion of web page or email to a new note that can be edited later.

EVERNOTE BOOKMARKLET
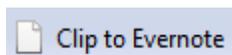
This add-on is a link that can be "Bookmarked" by any browser program, including Google Chrome and Opera. This will add a portion of web page or email to a new note that can be edited later. To add this clipper to your browser, go to: http://www.evernote.com/about/download/#a-webclipper

CLIPPING WEB PAGES AND EMAILS

- Highlight the content you wish to clip using the keyboard or mouse.
- Click the Evernote clipper icon in your browser, or the "Clip to Evernote" bookmarklet.

- A small notification window will appear to indicate that a clip was successfully added. You can click on this notification window to switch to Evernote and view your newly created note or to delete the note if you changed your mind and don't want to add the clip.

Note: Evernote will need to be open to accept clips or these will not work properly.

CLIPPING EVERYTHING ELSE (TEXT)

To add the contents of any application viewable on your screen:

- Highlight any portion of a document (e.g. Microsoft Word, Excel, Adobe PDF) you want to clip.
- Hit ⌘C to paste content to your Clipboard
- Click the Menu Bar and select "Paste to Evernote".

Note: The clipped document may not preserve the original formatting.

Note: If, for whatever reason, the Evernote Clipper cannot clip the contents of the document you need, an alert will be shown. Try adding this content as a screenshot as explained below.

ADDING SCREENSHOTS

- Click the Menu Bar clipper and select "Clip Screenshot into Evernote".

Follow the instructions to define your screenshot, then click OK. It will go right to Evernote as a New Note.

MERGING NOTES

You can merge the content of two or more notes:

- Use ⌘+Click to select the notes you want to merge.
- ⌘+Click on any highlighted note bar and select "Merge Notes" as shown below:
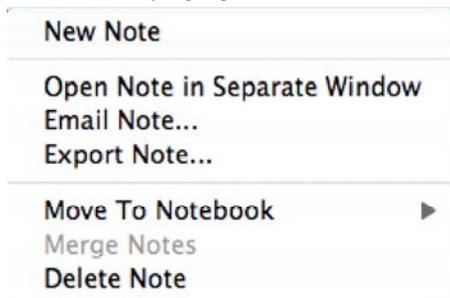
All highlighted notes will be merged into a new one, according to their chronological order in the Notebook (the order of their selection does not matter); original notes will be moved to the Trash. If you need the originals, you can Undelete them from Trash.

TAGS

You can tag your notes for easier retrieval and memorizing. You can create your own tags, at any time and drag-and-drop them to tag notes.
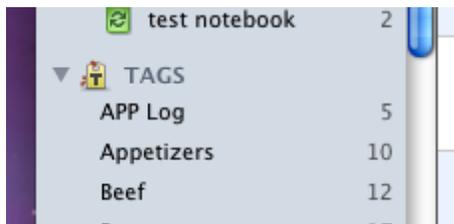
CREATING A NEW TAG

- ⌘+Click on a blank space in the Tag Section of the Left-Navigation Pane.
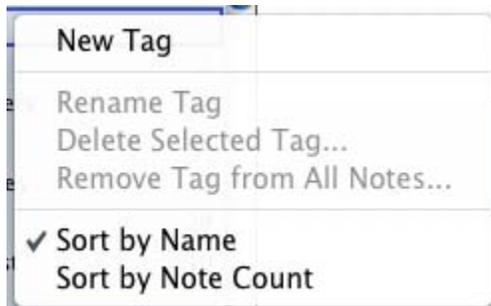
- Select "New Tag."
- Type in a unique name for your new tag.

To assign a single tag to a note, drag it with the mouse onto the note's header.

RENAME AN EXISTING TAG

- ⌘+Click on a tag.
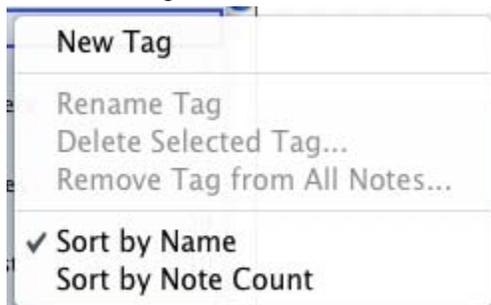
- Select "Rename Tag" and specify the new name for the tag.

ASSIGNING MULTIPLE TAGS

- Click the Tags line on a Note's header.
- Start typing the names of tags to apply.
- ⌘+Click on multiple tags in the Left-Hand Navigation Pane
- Drag them with the mouse to the note's header

Clicking any tag name displays a blue background and simultaneously filters the Notebook to show only notes that have that tag assigned. To select more than one tag, use ⌘+Click. To return to a view of all the notes in your database, click on "All Notebooks".

The easiest way to assign one or more tags to a note is to drag-and-drop their names to the note's header.

Parent tags with subtags display a triangle to the left. Clicking the triangle next to a tag both displays and selects its subtags.

▼ color
    green
    red
▶ type

You can move one tag under another by dragging it and dropping it on the desired parent tag.

HOW TO SEARCH OR FILTER NOTES

In the right-hand portion of the Evernote toolbar is a Search field used to find words contained anywhere within the note. Whether your collection of Evernote notes runs in the hundreds or thousands, the text search feature provides instant search results. In fact, almost as quickly as you can type just a few letters of your search keyword(s), Evernote filters the display to show the found notes, displays the count of how many notes it found (in the left portion of the status line at the bottom of the screen), and highlights the keywords found. The Evernote search finds and highlights the necessary info in all kinds of notes.

After searching for words within notes, you can jump to the first match using the Find within note (⌘+F) command, and advance to subsequent matches using the Find Next command (⌘+G).These shortcut keystrokes also bring to view all your found keywords – even those deep inside long documents.

To display notes assigned to a single tag, click on that tag. It will become highlighted, and Evernote will display only those notes that have the tag assigned.

SYNCHRONIZATION

If you alternate among several computers (e.g. in the office and at home), Evernote allows you to have the same set of notes on all of them, no matter which computer you used to add or edit a particular note. As long as you have Evernote installed, and you are logged in and online with the same user account, Evernote will synchronize databases automatically to ensure they are up-to-date. When you synchronize your notes to Evernote, you also have an instant backup of your data in case your local storage is lost or damaged.

You can also manually initiate synchronization by hitting the "Sync" button.

NOTE SHARING

You can share your notes with friends, whether they have Evernote installed or not.

EMAILING NOTES

- Select one or multiple notes in the list (⌘+Click on notes' toolbars to select multiple notes).
- Click the Email button:

- An "Email Note" window will appear with a composed message window, containing all your selected notes.
- Type in recipients address(es) and click Send.

SHARING NOTEBOOKS

- Select a Notebook from the Left-Hand Notebook pane and right-click to select "Properties"
- Click the "Sharing and Collaboration options" link:
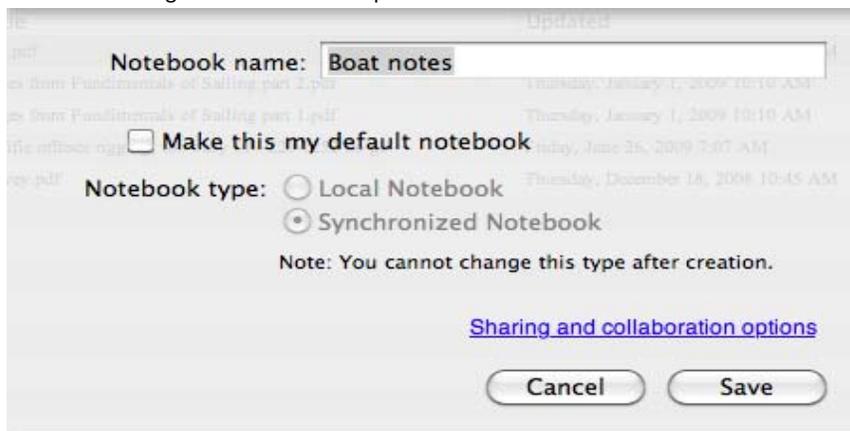
- You will be taken to the Evernote Web site, where you need to select Sharing from the left-hand pane, then "Sharing Setup":
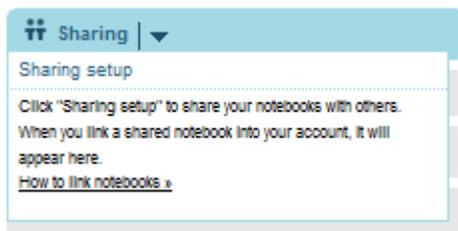
- On the next page, click "Start Sharing," or "Stop/Modify Sharing" for the notebook you wish to Share.

- You will then have the option to Publish your notebook as a Public Notebook, or to specific individuals.

Notebook: Incoming

Share with the world	Share with individuals
Click below to allow anyone, anywhere to view this notebook.	Click below to specify the email addresses of the individuals permitted to access this notebook.
ⓘ You can modify your notebook sharing settings at any time.	ⓘ You can modify your notebook sharing settings at any time.
⊕ Start sharing with the world	⊕ Invite individuals to access this notebook

- If you choose "Share with the World", you will be able to create a custom URL at which your notebook can be accessed, as well as modify the sort order and give it a custom description.
- If you choose "Share with Individuals", you can select which individuals should receive a link to your notebook. Premium members also have the ability to allow other people to view, create, edit and delete notes within the shared notebook.

Notebook: Incoming

Share with the world

Public URL:
http://www.evernote.com/pub/ensupport/ [   ]

Description:
[   ]

Sorted by: Sort order:
[Date created ▼]   [Newest to oldest ▼]

[Save] [Cancel]

Share with individuals

Email Invitations to: (comma separated)
[   ]

Recipients may:
◉ View this notebook
○ Modify this notebook (available to Premium users only)
   view, create, edit and delete notes

Additional security
☐ Require log in to Evernote ⓘ

Message: (optional)
[   ]

[Send invitations] [Cancel]

- If you select "Share with the World", once you click "Save", your notebook will be published at the listed Public URL. You're done!
- If you select "Share with Individuals", once you select "Send Invitations", your guests will receive an email with a private link to your notebook that only they can access. You're done!

APPENDIX

This has been a brief overview of Evernote, but as you begin using it, you'll find there is much more that you can do when you become a "Power User". The following sections are for Advanced Users.

EVERNOTE SEARCH GRAMMAR

Evernote translates all Note searching and filtering into a simple, text-based string representation. This internal search format is used for SavedSearch queries, and it may also be used directly by power users. This same search syntax is implemented on the Evernote service and all clients, which means that the same search should produce the same results on all systems.

Evernote's search grammar is a simple list of terms which are evaluated within a notebook (or "all notebooks") to find a match. By default, the search results are the intersection of the notes that match each individual search term. This behavior changes if the "**any:**" modifier is found in the search. In this case, the search is executed as a union of the matches of the individual terms, and notes will be returned that match any of the criteria terms. The results are obviously identical if there is only one search term.

String matches are case insensitive, and multiple spaces will compare as if they were a single space.

The search grammar includes a set of advanced search expressions in the form of "modifier:argument". A note will match this expression if the appropriate condition is met. The matching terms vary by the type of the modifier, so that a date may be compared differently than a string.

Any matching term may also be negated by adding a "-" character to the beginning. This means that the term will only match a note if the conditional is NOT true.
Each term in the search may be one of the following:

SEARCH TERMS

This section documents the way that the search grammar will interpret search terms within the search expression.

SCOPE MODIFIERS

notebook:[nb name] - will match notes in a notebook with the provided name. This must be the first term in the search. Name matching is case-insensitive. Since notebooks have exclusive relationships with notes, at most one notebook can be provided for the search. If no notebook is given, the search will go over all of the user's active notes. The notebook is not included in the "union" created by the "any:" operator. E.g.:

- notebook:"Bob's first notebook"
  - Matches all notes in this notebook
- notebook:"Hot Stuff" any: mexican italian
  - Matches all notes in the "Hot Stuff" notebook that have the word "mexican" or the word "italian" in them.

any: - If this expression is found at the beginning of the search (after the "notebook", if present), then the search will return a note that matches any of the other search terms. If this is not found, then the default behavior will be used: a note must match all of the search terms. This expression cannot be negated.

MATCHING LITERAL TERMS

If no advanced search modifier is found in a search term, it will be matched against the note as a text content search. Words or quoted phrases must exactly match a word or phrase in the note contents, note title, tag name, or recognition index. Words in the content of the note are split by whitespace or punctuation. Words may end in a wildcard to match the start of a word. Searches are not case sensitive. (A wildcard is only permitted at the end of the term, not at the beginning or middle for scalability reasons on the service.) Multiple whitespace and/or punctuation characters in the quoted phrase or the note will be compared as if they were a single space. The backslash escape character ('\') may be used to escape a quotation mark within a quoted phrase. E.g.:

- potato
  - matches: "Sweet Potato Pie"
  - does not match: "Mash four potatoes together"
- Ever*
  - matches: "Evernote Corporation"
  - does not match: "forevernote"
- "San Francisco"
  - matches: "The hills of San   Francisco"
  - does not match: "San Andreas fault near Francisco winery"
- -potato
  - matches: "Mash four potatoes together"
  - does not match: "Sweet Potato Pie"
- ham
  - matches: "green eggs&ham."
- "eggs ham"
  - matches: "green eggs&ham."

Punctuation is used to split the input query and document into words, but it is ignored for text matching. The behavior of a quoted search should behave as if the following operations were performed on both the search query and the target note:

1. All XML markup is removed from the document, leaving only the visible text as a string
2. The string is converted to a list of words which are separated by one or more whitespace and/or punctuation characters.
3. The case of each word in the list is normalized
4. The list of words in the query must match with the same sequence of words in the converted Note

For example, if a user searches for the phrase "Spatula! City! For Bargains..." against this ENML document:

```
<en-note>Come down to Spatula
City - for bargains on spatulas</en-note>
```

The algorithm should convert the search phrase into a normalized list of words:

```
[ "spatula", "city", "for", "bargains" ]
```

And the document into:

```
[ "come", "down", "to", "spatula", "city", "for", "bargains", "on", "spatulas" ]
```

The search should match, since words from the target phrase are found in the list of words extracted from the document. (The same result could be implemented without literally converting each note into a list of words, but this gives the intended behavior that we see from major search engines like Google and MS.)

MATCHING CORE NOTE PROPERTIES

tag:[tag name] - will match notes that have a tag with the literal name (word or quoted phrase). This requires an full case-insensitive match on the tag name. The tag name may end with a wildcard to match the beginning of a tag. The pattern will match from the beginning of the full tag name, and punctuation will be included. I.e. the tag and the search string are not tokenized by whitespace and/or punctuation. This can be used multiple times to specify all tags that must match the notes. E.g.:

- tag:cooking
  - Matches any note with the "cooking" tag

- tag:cook*
  - Matches any note with a tag that starts with "cook"
- tag:"hot stuff"
- -tag:cook*
  - Matches any note that does not have a tag that starts with "cook"
- tag:*
  - Matches any note that has at least one tag
- -tag:*
  - Matches any note that has no tags

intitle:[literal] - will match notes with a title that contains the literal word or quoted phrase. Can be used more than once. E.g.:

- intitle:chicken
- intitle:"tale of two"
- -intitle:beef
  - Matches notes that do not have the word "beef" in their title.

created:[datetime] - will match any note that has a 'created' timestamp that is equal to, or more recent than, the provided datetime. (See Section C.2 for details on the legal format of the datetime argument.) E.g.:

- created:20070704
  - Matches notes that were created on or after July 4th, 2007, based on the client's timezone.
- created:20070704T090000
  - Matches notes that were created on or after 9:00am on July 4th, 2007, based on the client's timezone.
- created:20070704T150000Z
  - Matches notes that were created on or after 3:00pm GMT on July 4th, 2007.
- -created:20070704
  - Matches notes that were created before July 4th, 2007, based on the client's timezone.
- created:day-1
  - Matches notes that were created yesterday or today
- -created:day
  - Matches notes that were created before today
- created:day-1 -created:day
  - Matches notes that were created yesterday (only)
- created:day-30
  - Matches notes that were created within the last 30 days (or today)
- created:week
  - Matches notes that were created in this calendar week (Sunday-Saturday)
- -created:month
  - Matches notes that were created before this month
- created:year-1
  - Matches notes that were created last year or this year

updated:[datetime] - will match any note that has an 'updated' timestamp that is equal to, or more recent than, the provided datetime. (See Section C.2 for details on the legal format of the datetime argument.)

resource:[MIME type string] - will match notes that have a resource with a MIME type that matches the argument. E.g.:

- resource:image/gif
  - Matches notes with at least one image/gif resource
- resource:audio/*
  - Matches notes with at least one audio resource

- -resource:image/*
  - o Matches notes with no images
- resource:application/vnd.evernote.ink
  - o Matches notes with one or more ink resources

ATTRIBUTE MATCHING

The search expression may also contain a matching term for any attribute that is defined in the data model. These are defined in the NoteAttributes and ResourceAttributes structures in Types.thrift. This will match against the Note attribute, if NoteAttributes contains an attribute with that name, or else it will try to match against the Resource attribute if if one exists with that name. The match is performed based on the type of the attribute.

String attributes will be compared using the standard string matching as above (case insensitive, normalized spacing, optional wildcard at the end of the argument).
Datetime attributes will be matched in the same manner as "created" and "updated", above.

Boolean attributes will be matched based on the argument of "true" or "false". A boolean attribute will match the wildcard ("*") argument if it has any value set for that attribute.

Double expressions will match notes where the attribute that is greater than or equal to the argument (see "latitude" for examples). Double comparisons are numeric, not lexical, so an argument of "99.9" is less than an argument of "100". A double attribute will match the wildcard ("*") argument if it has any value set for that attribute.

subjectDate:[datetime] - matches notes with a subjectDate attribute that is equal to or later than the argument datetime.

latitude:[double] - matches notes with a latitude that is greater than or equal to the argument. E.g.:

- latitude:37 -latitude:38
  - o Matches notes with a latitude that is greater than or equal to 37, but do not have a latitude greater than or equal to 38. (I.e. 37 <= latitude < 38)

longitude:[double] - matches notes with a longitude that is greater than or equal to the argument.

altitude:[double] - matches notes with an altitude that is greater than or equal to the argument.

author:[string] - will match notes that have an "author" attribute set with a name that matches the argument string. E.g.:

- author:"robert parker"
- author:robert*
- -author:*
  - o Matches notes that have no "author" attribute set
- author:"Phil \"Chef\" Libin"
  - o Matches notes containing: Evernote's CEO is Phil "Chef" Libin, formerly of Cambridge.

source:[string] - matches notes that came from an application or data source that matches the argument string. Notes that were created directly in an Evernote client will not have a "source" attribute. Legal source attributes include: app.ms.word, app.ms.excel, app.ms.powerpoint, mail.clip, mail.smtp, web.clip, mobile.wm E.g.:

- source:app.ms.word
  - o Matches notes that came from a Microsoft Word document
- source:app.ms.*

- o   Matches notes that came from any Microsoft application
- source:web.clip
  - o   Matches notes that were locally clipped from a web page
- source:mail.clip
  - o   Matches notes that were clipped from a local mail client
- source:mail.smtp
  - o   Matches notes that were delivered to the service via the email gateway.
- source:mobile.*
  - o   Matches notes that were created on a mobile client of some form

sourceApplication:[string] - matches notes that have a source application string that matches the argument. This string is not guaranteed to be structured.

recoType:[string] - matches notes with a resource that has recognition data that specifies this recognition document type. If this attribute is set on a resource, it will have one of the following values: 'printed', 'speech', 'handwritten', 'picture', or 'unknown'. E.g.:

- recoType:handwritten
  - o   Matches notes with at least one resource that was recognized as handwritten
- recoType:*
  - o   Matches notes that contain at least one resource that has recognition index data

ADVANCED CONTENT MATCHING

The following search terms are expressed as attributes, but these do not correspond to literal attributes in the NoteAttributes data model. Instead, these perform advanced matching against the content of the notes. These do not match standard words in the notes, but rather match special elements embedded within the ENML document.

todo:[true|false|*] - if the argument is not "true", this will match notes that have ToDo checkboxes that are currently checked. If the argument is "false", this will match notes that have ToDo checkboxes that are not currently checked. If the argument is "*", this will match notes that have a ToDo checkbox of any type.

- -todo:false todo:true
  - o   Matches notes that have completed ToDo items, but no uncompleted items.

encryption: - matches notes that have an encrypted region within them.

DATE/TIME ARGUMENTS

Various expressions (such as "created:...") take an argument that is interpreted as a date or a date and time. This date is translated into a universal time value for comparison against the timestamps on the notes. The search grammar includes datetime expressions using either an absolute specification (including year, month, day...) or an expression that is relative to the current day/week/month/year. The former is required to support searches in a specific date range, but the latter is particularly useful for saved searches which may return notes that are (e.g.) no more than 7 days old.

ABSOLUTE DATE/TIME ARGUMENTS

Absolute datetimes are specified using a compact profile of ISO 8601 (http://en.wikipedia.org/wiki/ISO_8601). An absolute datetime must fit one of the following three forms:

yyyyMMdd - Used to specify a date with no time component. Equivalent to "yyyyMMddT000000" for the same values. The date is converted to a universal time based on the client's desired timezone before comparing against the internal universal timestamps on the notes. E.g. "20071031" evaluates to 12:00am on 31 October 2007 in the client's timezone.

yyyyMMdd'T'HHmmss - Used to specify a date with a time component. The date and time are converted to a universal time based on the client's desired timezone before comparing against the universal timestamps on the notes. E.g. "20071031T093000" evaluates to 9:30am on 31 October 2007 in the client's timezone.

yyyyMMdd'T'HHmmss'Z' - Used to specify a date and time in absolute UTC (aka "GMT" or "Zulu") time. This time can be compared against notes as a universal time, which will produce the same results regardless of the client's current timezone preferences. E.g. "20071031T153000Z" evaluates 3:30pm UTC on 31 October 2007.

RELATIVE DATE ARGUMENTS

Relative date arguments are evaluated based on the client's notion of the beginning of the current "day", "week", "month", or "year". They may include an integer delta to indicate a previous day/week/month/year instead of the current one. If no delta is provided, the argument evaluates the the beginning of the current day/week/month/year. The following examples show how each expression would be evaluated by a client with a local date and time of: *Wednesday, 31 October 2007, 13:30:56*

- **day** - would evaluate to: Wednesday, 31 October 2007, 00:00:00
- **day-1** - would evaluate to: Tuesday, 30 October 2007, 00:00:00
- **day-14** - would evaluate to: Wednesday, 17 October 2007, 00:00:00
- **week** - would evaluate to: Sunday, 28 October 2007, 00:00:00
- **week-2** - would evaluate to: Sunday, 14 October 2007, 00:00:00
- **month** - would evaluate to: Monday, 1 October 2007, 00:00:00
- **month-1** - would evaluate to: Monday, 1 September 2007, 00:00:00
- **year** - would evaluate to: Monday, 1 January 2007, 00:00:00
- **year-1** - would evaluate to: Sunday, 1 January 2006, 00:00:00

EXAMPLES

Find notes containing the word "chicken", tagged with "cooking", and created this year:

chicken tag:cooking created:year

Find notes tagged with "cooking" but not "mexican" that include the word "beef" but not the word "carrots"

tag:cooking -tag:mexican beef –carrots

Find notes in my "Travel" notebook with San Francisco in the title:

notebook:Travel intitle:"San Francisco"

Find notes that either include the text "San Francisco" or are tagged with the "SFO" tag:

any: "San Francisco" tag:SFO

Find image notes from the Sunnyvale region:

resource:image/* latitude:37 -latitude:38
longitude:-123 -longitude:-122

Find untagged audio notes that I edited in the last week or two:

-tag:* resource:audio/* updated:week-1

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